



# FLATHEAD

CONSERVATION DISTRICT

Locally-led Conservation Since 1945

133 Interstate Lane, Kalispell, MT 59901 | [www.flatheadcd.org](http://www.flatheadcd.org) | 406-752-4220

---

## **CALL TO ORDER & ATTENDANCE**

Chair Pete Woll called the January 13, 2020, 310-Stream Permit meeting to order at 7:00 P.M. in the conference room.

### **Board members present:**

Pete Woll, Chair; Lori Curtis, Vice Chair; Dean Sirucek, Secretary/Treasurer; Ronald Buentemeier, Supervisor; John Ellis, Supervisor; Verdell Jackson, Supervisor; Lech Naumovich, Supervisor; being a quorum of the Board.

Also, in attendance were Donna Pridmore, Associate Supervisor; Hailey Graf, Samantha Tappenbeck and Ginger Kauffman, FCD staff; Leo Rosenthal and Kenny Breidinger, MFWP; Mikaela Richardson, Big Sky Watershed AmeriCorps Member; Kathy Olsen, DNRC Water Rights Office.

Hailey Graf introduced Mikaela Richardson, Big Sky Watershed AmeriCorps Member, and explained that Mikaela will be helping the district for the next 10½ months with many projects, including the demonstration garden, Flathead Rain Garden Initiative and the Watershed Support Grant Program.

**Supervisor Appointments:** A letter was received notifying the district that the City of Whitefish reappointed John Ellis and Lech Naumovich to the Flathead CD Board, terms ending 12/31/2022. John and Lech were provided with Oaths of Office to take to the Clerk & Recorder's office for recording.

Lori Curtis motioned "to accept the City of Whitefish's appointment of Lech Naumovich and John Ellis to the Flathead CD Board." Verdell Jackson seconded. Motion carried unanimously.

## **MINUTES**

Lori Curtis motioned "to approve the minutes of the December 9, 2019, 310-Stream Permit meeting as presented." Dean Sirucek seconded. Motion carried unanimously.



## **CORRESPONDENCE**

### Email: Workshops, Meetings

1. MACD Community Leadership training for district supervisors and staff in Billings, January 22-23, 2020. No cost. Additional information to follow.
2. Montana Watershed Coordination Council Annual meeting, January 21, 2020, at the Delta Marriott in Helena, [www.mtwatersheds.org](http://www.mtwatersheds.org)
3. Energy Summit, February 13, 2020, Billings Hotel & Convention Center. Registration opens January 2020. Cost \$50.  
<http://dnrc.mt.gov/divisions/cadd/conservation-districts/energy-summit>  
Contact Linda Brander, MT DNRC, 406-444-0520 [Llbrander@mt.gov](mailto:Llbrander@mt.gov)
4. National Association of Conservation Districts Annual Meeting, February 8-12, Las Vegas, Nevada, <https://www.nacdnet.org/news-and-events/annual-meeting/>
5. Montana Soil Health Symposium, February 4-5, 2020, Billings, [www.mtsoilhealth.org](http://www.mtsoilhealth.org)
6. Montana Chapter of the Wildlife Society Annual Conference, February 3-7, Butte, MT Copper King Hotel <https://mtws.org/conferences/>

### Email: Funding/Grants

1. Montana Association of Conservation Districts 2020 \$500 College Scholarships. Contact Melissa Downing at [melissa@macdnet.org](mailto:melissa@macdnet.org) or 406-443-5711
2. Natural Resources and Conservation Service - Conservation Collaboration Grants will enhance NRCS outreach to farmers and ranchers nationwide, improving the delivery and adoption of conservation practices. To apply contact Kyle Tackett, NRCS Resource Conservationist for Partnerships ([kyle.tackett@usda.gov](mailto:kyle.tackett@usda.gov); 406-925-2865). A letter of support from each NRCS state conservationist in which the grant will be operating is required.

### Email: Request for Comments:

1. The Agricultural Improvement Act of 2018 (2018 Farm Bill) made several changes to the Agricultural Conservation Easement Program (ACEP). NRCS has published the ACEP Interim rules that will govern the ACEP program moving forward. The published rule can be found in the Federal Register, available online using this link:  
<https://www.federalregister.gov/documents/2020/01/06/2019-27883/agricultural-conservation-easement-program>  
Submit comments on the interim rules by going to <http://www.regulations.gov>, searching for Docket ID NRCS-2019-0006, and follow the online instructions. The deadline for comments is March 6<sup>th</sup>. Be sure to enter the docket ID number in this message as the number on the Federal Register currently points to the EQIP interim final rule. NRCS is working to resolve grammatical and cosmetic errors issues in the published rule and will republish the revised regulations within the next week but the comment deadline is March 6<sup>th</sup>. Contact Tom Watson, State Conservationist – NRCS Montana, 406-587-6813 (Office)

### Email: Newsletters/Publications

1. National Association of Conservation Districts (NACD)  
*Conservation Clips, NACD e-Resource,*  
<https://www.nacdnet.org/>



2. Flathead Audubon *Fly-by* and *Pileated Post* <https://www.flatheadaudubon.org/>
3. Soil & Water Conservation Districts of Montana (SWCDM) <https://swcdm.org/> and Montana Association of Conservation Districts <https://macdnet.org/>  
*District Dispatch*
4. Montana Watershed Coordination Council *Watershed News*  
<http://mtwatersheds.org/app/>
5. Montana Invasive Species Bulletin *MISC* <http://mtwatersheds.org/app/>
6. Cascade CD *Conservation Chronicle* <http://www.cascadecd.com/>

## **FINANCIAL**

The following bill were paid 12/11/19-12/27/19 as there was no Business meeting in December:

1. Flathead County School District #6 \$992.40
2. CenturyLink \$315.90
3. MontanaSky Networks \$10.00
4. Mountain States Leasing – Kalispell \$1599.73
5. VISA \$2523.66

Lech Naumovich motioned “to approve the December 11-27, 2019 Check Detail as presented.” Lori Curtis seconded. Motion carried unanimously.

The following bills were reviewed:

1. Anders Business Solutions \$4,503.48
2. Byte Savvy \$235.00
3. Daily Interlake \$155.00
4. Diamond Sprinklers \$5,065.00
5. Flathead Beacon \$528.00
6. MACDEO \$90.00
7. Montana Conservation Corps \$6,000.00
8. Mountain Trader \$80.00

Lech Naumovich motioned “to approve the bills as presented.” Lori Curtis seconded. Motion carried unanimously.

## **PUBLIC COMMENT PERIOD**

No one was present to comment on items not listed on the agenda.

## **310**

**Bradley**, FL2019066C, Unnamed Stream, complaint & **Bradley**, FL2019067C, Unnamed Stream, complaint:

Ronald Buentemeier explained that the complaints are in the North Fork, however the Trail Creek topographic map does not show a perennial stream in Section 2. Additionally, information submitted by Mr. Bradley states this is not a navigable stream. Ronald questioned if that information should be taken into consideration, but he wanted a recommendation from the county attorney. Kenny Breidinger noted that this is



complicated as some of the beaver dams are on Forest Service property and are flooding the footbridge located on the Bradley property. An onsite inspection cannot be scheduled until the site is viewable.

Ronald Buentemeier motioned “to table the complaints and forward information to the county attorney for recommendation.” John Ellis seconded. Motion carried unanimously.

**Butts**, FL2019056C, Unnamed Stream, complaint & **Butts**, FL2020002, Unnamed Stream, after-the fact permit application for debris removal:

Dean Sirucek explained the complaint was that the landowner put in a culvert and gallery pipe adjacent to the stream. The district board decided this was a violation, and the landowner was required to submit an after-the-fact permit application for the work and to remove material that was placed in the stream. Mr. Butts submitted application #FL2020002.

Kathy Olsen, Regional Manager for the DNRC Water Rights Office - Kalispell, explained that their office recently received a complaint against Mr. Butts, which included a copy of a DEQ restriction against his property. Kathy noted that use of the cistern for a residence would be illegal due to the restriction. Mr. Butts could apply for an irrigation water right but has not done so yet.

Discussion was held regarding possible updates to the Inspection Report and Application if the intended use for the cistern changes. Ronald Buentemeier noted that the district does not enforce water rights. Supervisors and FWP agreed that both the complaint and after-the-fact permit application should be tabled and the district contact the county attorney’s office.

Dean Sirucek motioned “to table FL2019056C and FL2020002.” John Ellis seconded. Motion carried unanimously.

Dean Sirucek motioned “to contact the county attorney’s office explaining the original complaint and the current situation with the well and ask for advice regarding future action. DNRC Water Rights office will be cc’d.” Lori Curtis seconded. Motion carried unanimously.

**Hogan**, FL2019004, Rose Creek, well/cistern/excavation/structures/utilities: Pete Woll stated that Mr. Hogan requested the application be tabled until he gets a Letter of Map Amendment (LOMA). The LOMA has not been received to date.

Pete Woll motioned “to table the application until the February meeting.” Lori Curtis seconded. Motion carried unanimously.

**Martinovich**, FL2019071, Stillwater River, tree removal/approve 12/10 phone poll: Verdell Jackson described the circumstances of the permit and explained that the contractor had lifted the tree from the streambank using an excavator allowing minimal disturbance to the bank.



Verdell Jackson motioned “to approve the 12/10/12 phone poll.” Lori Curtis seconded. Motion carried unanimously.

**Murillo**, FL2019072, Swan River, replace wall: An onsite inspection was scheduled for Thursday, January 16, 2020, 10:00 A.M. at the site.

**Smith**, FL2020001C, Unnamed Stream, complaint: Dean Sirucek stated that the complaint was regarding machinery being driven up the ravine to remove a log. Dean had recently spoken to Mr. Butts regarding application #FL2020002 and the complaint process. Mr. Butts verbally requested to withdraw the complaint. Supervisors noted that the complainant must be submitted a written request to withdraw.

Dean Sirucek motioned “to table.” Lech Naumovich seconded. Motion carried unanimously.

**Westwood Park**, FL2019033, Bowser Spring Creek, violation: Verdell Jackson stated that the restoration for the permit violation has not yet been completed.

Verdell Jackson motioned “to table until the February meeting.” Lori Curtis seconded. Motion carried unanimously.

### **NEW BUSINESS**

**Cost-Share Program Updates:** Samantha Tappenbeck described updates for the cost-share program. She explained that the cost-share program is currently an 18-month program; we are finding it difficult to administer that timeline as it does not align with the fiscal year and extends into following years.

Samantha proposed moving the program back to one fiscal year and explained that applications would be submitted from January through April. Applications would be reviewed and the cost-share budget set in May. Contracts would be sent out in June, and applicants could start work July 1. Periodic checks would be done to make sure the work was proceeding on time and as an option, applicants could request a 6-month extension if needed. Samantha also proposed changing the name from Cost-Share Program to Conservation Grant Program and asked for any additional input and approval from the board.

Lori Curtis asked if the grant program would still require match from the landowner. Samantha replied yes. Fall weed spraying, additional extensions/deadlines and management issues were discussed. Lori Curtis agreed that a one fiscal year program will make it easier to manage and noted that landowners need to be responsive to set deadlines.

Lech Naumovich suggested adding information regarding fall weeds to the application and possibly holding a grant workshop the 4<sup>th</sup> week of April. The workshop could include a section for highlighting good projects, and someone that previously received a grant could provide photos and talk about their personal experience.



Lech Naumovich motioned “to accept the suggestions for the Cost-Share Program updates, including the name change, timeline, training and outreach.” Lori Curtis seconded. Motion carried unanimously.

**Montana Watershed Summit Registration:** Hailey Graf explained that the Montana Watershed Summit will be held March 3-4, 2020, in Helena. Registration is open and hotel reservations need to be made now for anyone wanting to attend.

Lori Curtis motioned “to approve Hailey Graf, Samantha Tappenbeck, Mikaela Richardson and up to 4 supervisors to attend the Watershed Summit.” John Ellis seconded. Motion carried unanimously.

**Credit Card Re-Allocation:** Hailey Graf described the current district credit card allocation, and explained that Samantha Tappenbeck needs to be added to the card and the credit line reallocated as follows: Hailey’s credit line would be changed from \$7,000.00 to \$5,000.00, and Samantha’s credit line would be \$2,000.00. No other changes are needed.

Lori Curtis motioned “to approve adding Samantha Tappenbeck to the district credit card and reallocating credit lines as requested.” John Ellis seconded. Motion carried unanimously.

**Professional Development:**

Big Sky Watershed Corps

Hailey Graf requested approval of the December phone poll for travel and hotel registration for herself at the upcoming Big Sky Watershed Corps training.

Lori Curtis motioned “to approve the phone poll for Hailey Graf’s travel and expenses to the Big Sky Watershed Corps training.” John Ellis seconded. Motion carried unanimously.

Flathead Valley Community College (FVCC) classes

Hailey Graf explained that she is interested in attending the FVCC Jump Start for Supervisors & Managers classes. The class fee is \$280.

Lech Naumovich motioned “to approve the Jump Start course for Hailey Graf in the amount of \$280.” Lori Curtis seconded. Motion carried unanimously.

Quickbooks on-line training

Hailey Graf explained that Ginger Kauffman is interested in taking on-line Quickbooks training and stated that others have found the training very valuable. The cost is \$460.

Lori Curtis motioned “to approve Quickbooks training for Ginger Kauffman in the amount of \$460.” Lech Naumovich seconded. Motion carried unanimously.

Pete Woll asked Samantha Tappenbeck if she was interested in any classes or trainings. Samantha explained that she had scheduling conflicts and is unable to attend FVCC classes at this time. Pete noted that if she does find classes/training that she



could attend to bring a request to the board by the business meeting. Supervisors were also encouraged to attend trainings that could help them in their positions.

**Computer Service Agreement:** Ginger Kauffman explained that the Computer Service Agreement with Byte Savvy will end January 28<sup>th</sup>. The cost remains the same.

Dean Sirucek motioned “to approve the Byte Savvy Computer Service Agreement for 2020.” John Ellis seconded. Motion carried unanimously.

**Resolution to Transfer Funds:** Ginger Kauffman explained that the 2019/2020 budget included moving \$5000.00 from Fund 7201 to Capital Improvement (CIP) Fund 7235. Per the current Capital Improvement Fund plan the funds will be used to purchase a vehicle for the district.

John Ellis motioned “to approve the Resolution to Transfer Funds from fund 7201 to CIP fund 7235 in the amount of \$5000.” Verdell Jackson seconded. Motion carried unanimously.

**End of Month Budget Report (November):** The November 2019 End of Month Budget Report was reviewed with the board.

Dean Sirucek motioned “to approve the November End of Month budget report.” Lori Curtis seconded. Motion carried unanimously.

#### **MATTERS OF THE BOARD/STAFF**

**Pollinator Initiative:** Samantha Tappenbeck stated that there will be a training for the Area V Pollinator Initiative on Tuesday, January 21, 2020, 11:00 A.M. - 2:00 P.M. at the Ronan CD office. It is open to district staff, supervisors, associate supervisors and interested partners.

Samantha explained that the Area V Pollinator Initiative was developed by Lake CD. The program includes giving out free seed to establish pollinator gardens in Lake County. As an education component, curriculum was developed for schools. Information was also developed for outreach events. Lake CD District Manager, Heidi Flurry, thought it would be a good program to offer to all the districts in Area V and applied for a grant which includes training. This is the first training to help other districts in Area V to bring the initiative to their own districts. Samantha asked anyone interested in attending to contact her so travel arrangements can be made.

**Personnel:** Hailey Graf reported that she had sent the Bookkeeper job announcement to the board for review and had received a few suggestions for changes. The position is open January 14 - February 14, 2020.

**MACD Reorganization Survey:** Hailey Graf provided copies of the MACD Reorganization Survey to supervisors and requested that they individually fill out the form and send it back to her by the January 27<sup>th</sup> business meeting. She will then forward the information to MACD.



**Meeting Packets pdf:** Hailey Graf stated that copies of meeting documents were emailed with the agenda to allow supervisors more time for review and added that she is open to any feedback for improving the process. Lori Curtis, Lech Naumovich and Pete Woll agreed that it was valuable and would potentially help to reduce the need for paper copies. Hailey noted that the full packets will still be provided for those that want them. Several supervisors noted that they could not open pdfs. Hailey will investigate file size.

**Other:** Verdell Jackson requested the meeting be closed for personal reasons. Pete Woll closed the meeting at 9:00 P.M. Pete Woll re-opened the 310-meeting at 9:12 P.M.

The next business meeting is scheduled for Monday, January 27, 2020, 7:00 P.M. in the conference room of the USDA building at 133 Interstate Lane, Kalispell.

Adjournment: Lori Curtis motioned “to adjourn.” John Ellis seconded. Motion carried unanimously. As there was no further business, the meeting was adjourned at 9:13 P.M.

Submitted By:

Ginger Kauffman, Administrator

Hailey Graf, Resource Conservationist

Minutes approved by FCD Board motion made on:

01/27/2020  
(Date)

Pete Woll  
(Signature)

Chairman  
(Title - Chair etc.)

